FACTS FAMILY PORTAL

FACTS Family Portal is a personalized, secure Student Information System (SIS) setup on the web for each student and family to view grades, contacts, pay bills and more.

LOGGING IN

Go to the TFA FACTS mobile-friendly login page.

PARENTS: The parent that enrolled the new student created a Parent account when they logged in to Family Portal to enroll that student.

If the parent does not have a Family Portal account, click on Create New Family Portal Account at the bottom of the login screen.

STUDENTS: All TFA & TCS students in grades 3-12 have a Family Portal account.

User Name: Enter your LEGAL first name and last name (no spaces)

Example: robertmason

Password: First name and student ID number (capital first letter in the first name)

Example: Robert1234567

Click on the circle with your initials or picture.

- to change username or password
- to Log Out

- User Options: to select Language (English, Spanish)
This example shows the School Calendar for the Month and includes all Calendar Categories.
- You may view by Day, Week or Month.
- The View Format is by Calendar rather than by list.
- You may click on an Event for more information

You may view the School Calendar by selecting a specific event Category.

You may subscribe to specific calendar(s) - School (All Categories), My Classrooms, My Homework.

Subscribe to Family Portal Calendars

Choose which Family Portal calendars you would like to subscribe to:

- School / Category: All Categories
- My Classrooms

Copy and paste this URI into your calendar app:

https://tfm-flt.client.renweb.com/gwr/school/calendar.cfm?u=42044128h=550305b1f94c&a=81t=PARENT&f=4000054&sa=TFA-FL-LS&ts

Drag across the underlined blue link at the bottom. Right-click on that text and select “Copy”.
Go into your calendar program. Paste the link into "Add Calendar" (each calendar program may differ).

**CLASSROOM CALENDAR**

- You may view Classroom calendars for all of your students or you may select an individual student from the **Student** dropdown.
- You may view them by Day, Week, Month.
- You may format the classroom calendar by selecting Calendar or List under **Format**.

You may view the Classroom calendars by List as well.

**HOMEWORK CALENDAR**

- You may view Homework calendars for all of your students or you may select an individual student from the **Student** dropdown.
  - You may view them by Day, Week, Month.
  
- You may format the classroom calendar by selecting Calendar or List under **Format**.
- You may search by Student, Parent or Staff names.
- You may also choose a specific Grade level or Class.

**CLASSES**

*Class information may be viewed under Classes or Students.*

Classes: Student’s List of Classes

Select the student from the drop down to view all classes.

Then, click on a class to view the class homepage.
Class Homepage

Select the Student.
- Select the Class.
- Select from the Class Menu (Home, Gradebook Report, Homework, Lesson Plan, Resources)

Classes: Gradebook Report

Classes: Homework and Lesson Plans

The next two tabs are used to view homework for the week, lesson plans for the week.

Classes: Resources
Documents:
- You may open a Document by clicking on the document name.
- You may download a Document by clicking on the arrow pointing down beside it.

Websites:
- Click on the up arrow beside the website name to open the website in a new window.

Resource Documents

Select a school, or click all.

Click on a document name to view, or click on the arrow to download the document.

Web Forms

**Web Forms:** where you update Family member Information.
- Enrolled Students
- Student Medical
- Custodial Parents
- Emergency Contacts
- Adult Pick-up List
- Grandparents
STUDENT

The student homepage provides a snapshot of student weekly lesson plans, homework as well as their current grade in each class. It also provides the current week’s attendance and behavior events, if any.

Student Medical is a VIEW ONLY page. To update student medical information, go to the School dropdown on the left, then select Web Forms.

FAMILY HOME

This is a VIEW ONLY page. You must click on the Family Demographic Form or GO TO FACTS to make changes in each area.
**APPLY/ENROLL**

The links in the Apply/Enroll section can be used when you want to submit an application or enrollment for your child that is not currently enrolled at TFA. You may also use the Enrollment/Reenrollment link to re-enroll for the upcoming school year if your TFA division does not use Continuous Enrollment (The First Hope, The Classical School).

Clicking on **Resources** opens the Peterson's College Information page.

**Financial**

This is a **VIEW ONLY** page. You must click on a link to enter FACTS.

Questions regarding student FACTS login? Contact: CoreyWall@TheFirstAcademy.org